United Nations A/68/778

General Assembly

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Sixty-eighth session
Agenda item 115 (f)
Elections to fill vacancies in subsidiary organs and other elections: election of members of the United Nations Commission on International Trade Law

Letter dated 19 February 2014 from the Permanent Representative of Ukraine to the United Nations addressed to the President of the General Assembly

I have the honour to inform you that, according to the rotation agreement among the States members of the Eastern European States for membership in the United Nations Commission on International Trade Law, Ukraine is relinquishing its seat on the Commission in favour of Poland on the last day prior to the beginning of the forty-seventh session of the Commission, in July 2014.

I should be grateful if you would have the present letter circulated as a document of the General Assembly, under agenda item 115 (f).

(*Signed*) Yuriy **Sergeyev**
Ambassador
Permanent Representative

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United Nations A/68/779

General Assembly

Distr.: General
3 March 2014

Original: English

Sixty-eighth session
Agenda items 125 and 134

United Nations reform: measures and proposals

Programme budget for the biennium 2014-2015

Strengthening and enhancing the effective functioning of the human rights treaty body system

Programme budget implications of draft resolution A/68/L.37

Statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly

I. Requests contained in the draft resolution

1. Under the terms of draft resolution A/68/L.37, the General Assembly would decide, in line with established practice with respect to other United Nations documentation, to establish word limits (10,700 words) for all documents produced by the human rights treaty bodies and further would recommend that word limits be applied for relevant stakeholders (operative paragraph 15).

2. The General Assembly would also decide to establish word limits for all State party documentation submitted to the treaty body system, including State party reports, for initial reports (31,800 words), subsequent periodic reports (21,200 words) and common core documents (42,400 words), as endorsed by the treaty bodies, and would call upon the treaty bodies to set a limit to the number of questions posed, focusing on areas seen as priority issues to ensure the ability of State parties to meet the aforementioned word limits (operative paragraph 16).

3. The General Assembly would also request the Secretary-General, through the Office of the United Nations High Commissioner for Human Rights (OHCHR), to support States parties in building the capacity to implement their treaty obligations, and provide in this regard advisory services, technical assistance and capacity-building, in line with the mandate of the Office, in consultation with and with the consent of the State concerned, by:

(a) Deploying a dedicated human rights capacity-building officer in every regional office of the Office of the High Commissioner, as required;

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(b) Strengthening the cooperation with relevant regional human rights mechanisms within regional organizations to provide technical assistance to States for reporting to human rights treaty bodies, including through the training of trainers;

(c) Developing a roster of experts on treaty body reporting, reflecting geographical distribution and gender representation, professional background and different legal systems;

(d) Providing direct assistance to States parties at the national level by building and developing institutional capacity for reporting and strengthening technical knowledge through ad hoc training on reporting guidelines at the national level;

(e) Facilitating the sharing of best practices among States parties (operative paragraph 17).

4. Under operative paragraph 22 of the draft resolution, the General Assembly would decide in principle, with the aim of enhancing the accessibility and visibility of the human rights treaty bodies and in line with the report of the Committee on Information on its thirty-fifth session, to webcast, as soon as feasible, the public meetings of the treaty bodies, and would request the Department of Public Information to report on the feasibility of providing, in all of the official languages used in the respective committees, live webcasts and video archives that are available, accessible, searchable and secure, including from cyberattacks, of relevant meetings of the treaty bodies.

5. Under operative paragraph 23 of the draft resolution, the General Assembly would request the Office of the High Commissioner, with the assistance of United Nations country teams through their existing videoconference facilities, as appropriate, to provide, at the request of a State party, the opportunity for members of its official delegation not present at the meeting to participate in the consideration of that State party's report by means of videoconference in order to facilitate wider participation in the dialogue.

6. Under operative paragraph 24 of the draft resolution, the General Assembly would decide to issue summary records in one of the working languages of the United Nations and not to translate the pending backlog of summary records, taking into account that these measures will not constitute a precedent, given the special nature of the treaty bodies, and bearing in mind the aim of providing, through alternative methods, verbatim records of the meetings of the treaty bodies in all of the official languages of the United Nations.

7. Under operative paragraph 25 of the draft resolution, the General Assembly would decide that a summary record of a meeting of a State party with a treaty body, at the request of any State party, shall be translated into the official language of the United Nations used by that State party.

8. Under operative paragraph 26 of the draft resolution, the General Assembly would also decide that the allocation of meeting time to the treaty bodies will be identified in the following manner, and would request the Secretary-General to provide the corresponding financial and human resources:

(a) An allocation of the number of weeks that each treaty body requires to review the reports of States parties it can expect annually, using the average number

of reports received per committee during the period from 2009 to 2012, on the basis of an assumed attainable rate of review of at least 2.5 reports per week and where relevant at least 5 reports under the Optional Protocols to the human rights treaties per week;

(b) A further allocation of two weeks of meeting time per committee to allow for mandated activities, plus an allocation of additional meeting time to those committees dealing with individual communications, on the basis of each such communication requiring 1.3 hours of meeting time for review and the average number of such communications received per year by those committees;

(c) An additional margin to prevent the recurrence of backlogs is established as a target 5 per cent increase in reporting compliance allocated among the committees to address their expected workload, at the beginning of each biennium, with a temporary target increase of 15 per cent for the period from 2015 to 2017;

(d) An adequate allocation of financial and human resources to those treaty bodies whose main mandated role is to carry out field visits.

9. Under operative paragraph 27 of the draft resolution, the General Assembly would decide that the amount of meeting time allocated will be reviewed biennially on the basis of actual reporting during the previous four years and will be amended on this basis at the request of the Secretary-General in line with established budgetary procedures, and that the number of weeks allocated to a committee on a permanent basis prior to the adoption of the resolution will not be reduced.

10. Under operative paragraph 28 of the draft resolution, the General Assembly would request the Secretary-General accordingly to take into account the meeting time needed in relation to the increased capacity of States parties to submit reports under the respective human rights instruments and the situation in terms of ratifications and the number of individual communications considered, based on paragraphs 26 and 27, in his future biennial programme budget for the human rights treaty body system, including the specific requirements for field visits by treaty bodies mandated to conduct such visits.

11. The General Assembly would further request the Secretary-General to ensure the progressive implementation of relevant accessibility standards with regard to the treaty body system, as appropriate, particularly in connection with the strategic heritage plan being developed for the United Nations Office at Geneva, and to provide reasonable accommodation for treaty body experts with disabilities to ensure their full and effective participation (operative paragraph 29).

12. Under operative paragraph 30 of the draft resolution, the General Assembly would decide to allocate a maximum of three official working languages for the work of the human rights treaty bodies, with the inclusion, on an exceptional basis, of a fourth official language, when necessary to facilitate communication among the members, as determined by the committee concerned, taking into account that these measures will not constitute a precedent, given the special nature of the treaty bodies, and without prejudice to the right of each State party to interact with the treaty bodies in one of the six official languages of the United Nations.

13. Under operative paragraph 40 of the draft resolution, the General Assembly would request the Secretary-General to submit to the Assembly, on a biennial basis, a comprehensive report on the status of the treaty body system and the progress

achieved by the human rights treaty bodies in realizing greater efficiency and effectiveness in their work, including the number of reports submitted and reviewed by the committees, the visits undertaken and the individual communications received and reviewed, where applicable, the state of the backlog, capacity-building efforts and the results achieved, as well as the situation in terms of ratifications, increased reporting and the allocation of meeting time and proposals on measures, including on the basis of information and observations from Member States, to enhance the engagement of all States parties in the dialogue with the treaty bodies.

14. Finally, under operative paragraph 41 of the draft resolution, the General Assembly would decide to consider the state of the treaty body system no later than six years from the date of adoption of the resolution, to review the effectiveness of the measures taken in order to ensure their sustainability, and, if appropriate, to decide on further action to strengthen and enhance the effective functioning of the human rights treaty body system.

II. Relationship of the draft resolution to the strategic framework for the period 2014-2015 and the programme of work contained in the programme budget for the biennium 2014-2015

15. The activities to be carried out relate to programme 1, General Assembly and Economic and Social Council affairs and conference management, section B, Conference management, Geneva; programme 20, Human rights, subprogramme 2, Supporting human rights treaty bodies; programme 24, Public information; and programme 25, Management and support services, section B, United Nations Office at Geneva, of the strategic framework for the period 2014-2015. They also fall under section 2, General Assembly and Economic and Social Council affairs and conference management; section 24, Human rights; section 28, Public information; and section 29F, Administration, Geneva, of the programme budget for the biennium 2014-2015.

III. Activities by which the requests would be implemented

16. Implementation of the measures addressed in the draft resolution (see para. 8 above) would entail the addition of meeting time for the human rights treaty bodies to enable them to address the expected ongoing workload in respect of the review of State party reports and individual communications pursuant to the relevant international conventions on human rights. The total meeting time requirements of 12 weeks, calculated on the basis of the parameters set out in paragraph 8 above and detailed in the table in annex I, would include:

(a) For the Committee on the Elimination of Racial Discrimination, the addition of 3.2 weeks of meeting time annually;

(b) For the Committee on the Rights of the Child, the addition of 2.6 weeks of meeting time annually;

(c) For the Committee on the Protection of the Rights of All Migrant Workers and Members of Their Families, the addition of 0.6 weeks of meeting time annually;

(d) For the Committee on the Elimination of Discrimination against Women, the addition of 0.3 weeks of meeting time annually;

(e) For the Committee against Torture, the addition of 3.6 weeks of regular meeting time annually, plus the addition of 1 week of meeting time for the consideration of individual communications annually;

(f) For the Human Rights Committee, the addition of 0.7 weeks for the consideration of individual communications annually.

17. The additional margin, to prevent the recurrence of backlogs and, in the near term, to address the existing backlog, referred to in paragraph 8 (c) above, would be allocated in the amount of 15 per cent of the total number of weeks required to review the annual average number of reports received in the period 2015-2017 on the basis of anticipated requirements (annex I, columns (e) and (f): 57.4 weeks times 15 per cent = 8.6 weeks), and would include:

(a) For the Committee on Economic, Social and Cultural Rights, the addition of 2 weeks of meeting time per year;

(b) For the Human Rights Committee, a further addition of 1.7 weeks of regular meeting time and 0.3 weeks for the consideration of individual communications per year;

(c) For the Committee on the Rights of Persons with Disabilities, the addition of 1.5 weeks of meeting time per year;

(d) For the Committee on the Elimination of Discrimination against Women, the addition of 1 week of meeting time per year;

(e) For the Committee against Torture, a further addition of 0.9 weeks of meeting time per year;

(f) For the Committee on the Elimination of Racial Discrimination, a further addition of 0.8 weeks of meeting time per year;

(g) For the Committee on the Rights of the Child, a further addition of 0.4 weeks of meeting time per year.

18. Should the General Assembly adopt the draft resolution, additional resources would be required in respect of the additional meeting time to cover the travel expenses of the members of the treaty bodies, including appropriate daily subsistence allowances for the additional meeting time and additional travel for separate sessions, as required. Additional staffing would also be required in respect of the additional meetings, as well as to address the existing staffing shortfall in the Human Rights Treaties Division, to bring it into alignment with the actual requirements to provide the necessary support for the work of the treaty bodies.

19. Additional resources would also be required for conference services, for the editing, translation and processing of the documentation submitted by States parties to the international conventions and produced by the treaty bodies, as well as the specific reports requested, and for the provision of interpretation, drafting of summary records and other meeting services for the additional meetings of the treaty bodies.

20. Furthermore, additional resources would be required for additional staffing of the United Nations Information Service at Geneva, to provide appropriate coverage

of the treaty body sessions, and for the United Nations Office at Geneva in respect of videoconferencing of treaty body sessions, as required, as well as the general support provided to the meetings of the treaty bodies.

21. Also as referred to in paragraph 8 (d) above, an increase of staffing support (one P-3 post and one P-2 post) would be required for the Subcommittee on the Prevention of Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment, to assist in the preparation and conduct of field visits, including regular visits, visits to provide advice on national preventive mechanisms and follow-up visits. This constitutes the bulk of the work of the Subcommittee, for which the staff would conduct research on the countries to be visited; liaise with the concerned State authorities, United Nations entities and other stakeholders in preparation for the visits; arrange the logistics for the visits; and assist the experts in the conduct of the visits, the drafting of the visit reports and follow-up with State authorities and other stakeholders on the conclusions of the visits. The incumbents of the proposed posts would also provide substantive and technical assistance to the Subcommittee in its interaction with the national preventive mechanisms. To this end, they would draft and review documentation on the establishment and operation of national preventive mechanisms, and consult with relevant United Nations partners as well as States parties and civil society actors on the evaluation of the effectiveness of those mechanisms and needs for technical assistance.

22. Implementation of the comprehensive programme of capacity-building referred to in paragraph 3 above, to support States parties in building their capacity to implement their treaty obligations, a full outline of which is attached as annex II, would include:

(a) Staffing resources for capacity-building would be assigned "as required" to 10 of the 12 current OHCHR regional presences (excluding the Regional Office for Europe in Brussels and the Regional Training and Documentation Centre for South-West Asia and the Arab Region) (10 P-3 posts as Human Rights Officers), along with resources for travel within the region as well as to one annual consultation in Geneva (para. 3 (a));

(b) Staffing resources (one P-4 post as Coordinator of overall capacity-building activities, one P-3 post and one General Service (Other level) post) for training-of-trainers and development of training materials, and two annual training-of-trainer workshops (para. 3 (b)), as well as supporting direct assistance to States under (d) below;

(c) Staffing resources (one P-3 post) for the development and maintenance of a roster of trainers and the establishment of a community of learning, as well as the daily updating of the Universal Human Rights Index database and management of the treaty body documentation database on the OHCHR website (para. 3 (c));

(d) Staffing resources (one P-3 post) and an institutional consultant for provision of direct assistance programmes for States parties upon request, and travel costs for six national workshops per year (para. 3 (d));

(e) Staffing resources (one P-3 post) for the compilation and dissemination of good practices and the continuous development of tools and training materials to support the States, other stakeholders, and the trainers, and ensure that the capacity-building programme as a whole is based on factual evidence, solid research and good practices, a validation seminar and publication costs (para. 3 (e)).

23. The facilitation of the participation of States parties in the work of the treaty bodies through the provision of videoconferencing facilities would require resources for the provision of necessary equipment in the Palais des Nations meeting rooms, staffing resources (one General Service (Other level) post) for a technician to establish and manage the videoconference connections during the meetings, which will be held throughout the year, as well as some provisions for the related telecommunications costs.

24. The introduction of word limits for documentation produced by the treaty bodies and States parties and limitations to the working languages utilized by the treaty bodies for translation of such documentation and interpretation services during their meetings would result in extensive savings. These savings would serve to offset almost all of the additional costs associated with the implementation of the draft resolution in the present biennium. In the longer term, as requested in operative paragraph 28, the requirements to support the system will be reviewed as part of the biennial review of the system requested in operative paragraph 40, including the practical implications of the measures allowing for exceptions to the word and language limitations on the services provided to the treaty bodies.

IV. Estimated resource requirements

25. The various measures included in the draft resolution will entail both additional costs and substantial savings. A full background of the treaty bodies, their existing resources and current workload, as well as estimations of associated costs, can be found in the background paper in support of the intergovernmental process of the General Assembly on enhancing the effective functioning of the human rights treaty body system (A/68/606). The calculations of costs and savings that follow are based on the workload statistics contained therein.

A. Conference-servicing requirements

26. On the basis of the introduction of word limits and fewer working languages for translation of documents and for interpretation services, and taking into consideration the additional costs associated with the approval of additional meeting time for the treaty bodies, it is estimated that a net reduction of conference-servicing requirements, by $10,305,400 in 2015 and $9,667,800 per year thereafter, additional to the initial appropriation for the programme budget for the biennium 2014-2015, would arise under section 2, General Assembly and Economic and Social Council affairs and conference management. Table 1 provides the details of those requirements for the biennium 2014-2015 (2015 only) and for the biennium 2016-2017.

Table 1

Requirements for section 2, General Assembly and Economic and Social Council affairs and conference management

(United States dollars)

	Biennium 2014-2015 (2015 only)	*Biennium 2016-2017*
Savings from introduction of word limits for documents produced by the treaty bodies (operative para. 15 of the draft resolution; annex V to the present document)	-3 575 700	-7 151 300
Savings from introduction of word limits for State party reports to the treaty bodies (operative para. 16; annex VI)	-3 816 700	-7 633 400
Additional requirements for editing, translation and publishing of a report on the feasibility of webcasting treaty body meetings (operative para. 22)	35 300	–
Savings from non-translation of backlog of summary records of treaty body meetings (operative para. 24; annex VII)	-655 200	–
Savings from reduction of number of languages into which summary records of treaty body meetings are translated (operative para. 25; annex VIII)	-5 471 700	-10 943 400
Savings from reduction of number of working languages into which treaty body documents are translated (operative para. 30; annex IX)	-4 605 300	-9 210 600
Savings from reduction of number of working languages used for interpretation at treaty body meetings (operative para. 30; annex X)	-1 088 600	-2 177 200
Additional requirements for meeting and documentation services for additional treaty body meetings (operative para. 26; annex XI)	5 351 100	10 702 200
Additional requirements for meeting and documentation services for "additional margin" treaty body meetings (operative para. 26; annex XI)	3 521 400	7 042 800
Additional requirements for editing, translation and publishing of biennial report on status of treaty body system (operative para. 40)	–	35 300
Total	**-10 305 400**	**-19 335 600**

Note: The amounts shown in the table are proposed reductions compared to the initial appropriation for the programme budget for the biennium 2014-2015.

27. The estimated per-week meeting costs for the treaty bodies, for the review of State party reports and for the review of individual communications, are shown in annexes III and IV respectively. Individual calculations of the different savings measures indicated in table 1 are provided in annexes V to XI.

B. Non-conference-servicing requirements

Section 24, Human rights

28. Should the General Assembly adopt the draft resolution, the total additional requirements under section 24 would amount to $9,855,200 for the biennium 2014-2015, enumerated in table 2, together with the projected costs for the biennium 2016-2017.

29. In addition to the additional resources for the implementation of a comprehensive capacity-building programme as detailed in annex II, the expansion of meeting time for the treaty bodies will require resources for the members to extend their existing sessions in Geneva and/or to hold additional sessions. Daily

subsistence costs are directly related to the total number of additional weeks for each committee, based on the membership of the committee. With the proportionally greater number of additional meeting weeks for certain treaty bodies, it is expected that the Committee on the Elimination of Racial Discrimination and the Committee against Torture may request that the additional meeting time be utilized in separate sessions, thereby necessitating additional resources for travel of the members to Geneva. An amount of $78,000 is thus requested for travel, along with the requirement of $724,000 in daily subsistence allowances for the additional meeting weeks proposed in the draft resolution.

30. The draft resolution also calls for further increases in meeting time as an additional margin of total meeting time requirements to address the current backlog of reports to be considered and prevent its recurrence, thereby also requiring travel resources for the affected committees. In addition to daily subsistence allowances of $697,900 for this additional meeting time, it is expected that the Committee on Economic, Social and Cultural Rights and the Committee on the Rights of Persons with Disabilities may request that their additional meeting time be utilized in separate sessions, for which approximately $159,700 for travel to Geneva is also requested.

31. Secretariat staff support the work of the treaty bodies in the review of State party reports, including conducting research and analysis, liaising with States parties and stakeholders, providing assistance with the drafting of lists of issues and concluding observations, revising texts, as appropriate, as well as providing support to the meeting of the treaty body, all of which requires six weeks on average per report. At an average of 2.5 reports reviewed per meeting week, a total of 15 weeks of P-3 level staff support is required, along with four weeks of General Service (Other level) administrative support. At the same time, the review of individual communications, the vast majority of which do not even reach the committees once their receivability is determined, requires up to approximately 70 weeks of Professional staff time to prepare for each week of meetings devoted to individual communications. The current total of 70 weeks of approved meeting time (not counting time temporarily approved on an ad hoc basis) includes approximately four weeks devoted to individual communications. Taking into account 44 working weeks on average per year, the basic staffing requirement equals roughly 29 P-3 level posts (based on the above considerations, 66 meeting weeks x 15 P-3 weeks = 990 weeks of staff time; plus 4 communications meeting weeks x 70 P-3 weeks = 280 weeks of staff time, for a total of 1,270 annual weeks of P-3 time; divided by 44 average work weeks = 28.9 posts). The proposed additional meeting time of 12 weeks (of which 1.7 weeks would be for communications) would add a further staffing requirement of approximately 6.2 posts (10.3 weeks of meeting time x 15 P-3 weeks = 154.5 weeks of staff time; plus 1.7 communications meeting weeks x 70 P-3 weeks = 119, for a total of 273.5 annual weeks of P-3 time, divided by 44 average work weeks = 6.2 posts). Compared to the existing allocation of 19 P-3 posts to support the work of the treaty bodies, this would accordingly indicate a shortfall of approximately 16.1 posts, and thus the establishment of 16 posts at the P-3 level, at a cost of $2,619,200 per year, is requested. One additional General Service (Other level) post, at a cost of $131,100 per year, is also requested to support the additional meeting time requirements (12 meeting weeks x 4 General Service weeks = 48 weeks of staff time; divided by 44 average work weeks = 1.1 posts).

32. A similar calculation of the staffing requirements to support the additional meeting time proposed as a margin to prevent the recurrence of backlogs, equal to 8.6 weeks of meeting time, would indicate the need for a further 129 weeks of P-3 level staff and 34.8 weeks of General Service (Other level) staff, or 3 and 0.8 positions respectively. As this "margin" is intended to be revisited and is likely to be reduced after the biennium 2016-2017, these requirements would be considered as temporary, and thus the equivalent resources in general temporary assistance are requested.

33. Details of the additional meeting time requirements are given in annex I, and the estimations of weekly meeting requirements in annexes III and IV.

Table 2

Resource requirements for section 24, Human rights

(United States dollars)

	Biennium 2014-2015 (2015 only)	*Biennium 2016-2017*
Capacity-building programme:		
Human Rights Officers in regional offices (10 x P-3 posts)	1 559 100	3 149 100
Equipment for new posts	25 000	–
Travel and annual coordination meeting	241 100	482 200
Cooperation with regional mechanisms: regional workshops	404 400	808 800
Direct assistance at national level: advisory services for national coordination mechanisms	29 000	58 000
National workshops	1 154 900	2 309 800
Sharing of best practices: preparation, validation and translation/ publication of reporting tools	123 500	123 500
Staffing for training programmes for regional mechanisms, rosters of trainers, technical assistance and sharing of best practices (1 x P-4, 4 x P-3, 1 x General Service (Other level) posts)	982 200	1 981 300
Travel ($78,000) and daily subsistence allowance ($724,000) for treaty body members to attend additional sessions in Geneva	802 000	1 604 000
Travel ($159,700) and daily subsistence allowance ($697,900) for treaty body members to attend additional sessions in Geneva as part of the "margin"	857 600	1 715 200
Support for field visits of the Subcommittee on Prevention of Torture (1 P-3 post and 1 P-2 post)	295 100	596 400
Adjusted staffing support for treaty body total sessions (16 x P-3 Human Rights Officer posts)	2 619 200	5 292 800
Staffing support for treaty body additional sessions (1 x General Service (Other level) Programme Assistant post)	131 100	261 300
Equipment for new posts	35 000	–
General temporary assistance for support to additional meeting time under the "margin" allocation (3 P-3 and 0.8 General Service (Other level) positions equivalent)	596 000	1 192 000
Total	**9 855 200**	**19 574 400**

Note: The amounts shown in the table are additional requirements compared to the initial appropriation for the programme budget for the biennium 2014-2015.

Section 28, Public information

34. Should the General Assembly adopt the draft resolution, the total additional requirements under section 28 would amount to $327,400 for the establishment of two P-3 posts, indicated in table 3 for the biennium 2014-2015 (2015 only), and $661,600 for the biennium 2016-2017.

35. The determination of this requirement is based on the average weekly cost for Press Officer coverage of the treaty body meetings in English and French for the proposed additional meeting time, taking into account the existing level of English and French language capacity, which would be inadequate.

Table 3
Resource requirements for section 28, Public information
(United States dollars)

	Biennium 2014-2015 (2015 only)	*Biennium 2016-2017*
Press Officer support for treaty body meetings (2 x P-3 posts)	327 400	661 600
Total	**327 400**	**661 600**

Note: The amounts shown in the table are additional requirements compared to the initial appropriation for the programme budget for the biennium 2014-2015.

Section 29F, Administration, Geneva

36. The total additional requirements under section 29F, should the General Assembly adopt the draft resolution, would amount to $317,100 for the procurement of videoconferencing equipment, monthly telecommunications costs and the establishment of one General Service (Other level) post.

37. As the treaty bodies currently meet throughout the year, usually with several committees meeting simultaneously, the introduction of videoconferencing capacity as requested will require ongoing support. The proposed post would accommodate a telecommunications technician to ensure the availability of the service and make the necessary arrangements for its use upon request. Equipment costs would occur only in the first year. Details for the biennium 2014-2015 (2015 only) and for the biennium 2016-2017 are enumerated in table 4.

Table 4
Resource requirements for section 29F, Administration, Geneva
(United States dollars)

	Biennium 2014-2015 (2015 only)	*Biennium 2016-2017*
Equipment for videoconferencing	120 000	–
Communications costs	66 000	132 000
Videoconference technician (1 x General Service (Other level) post)	131 100	261 300
Total	**317 100**	**393 300**

Note: The amounts shown in the table are additional requirements compared to the initial appropriation for the programme budget for the biennium 2014-2015.

Table 5
Summary of resource requirements by section
(United States dollars)

	Biennium 2014-2015 (2015 only)	*Biennium 2016-2017*
Section 2, General Assembly and Economic and Social Council affairs and conference management	-10 305 400	-19 335 600
Section 24, Human rights	9 855 200	19 574 400
Section 28, Public information	327 400	661 600
Section 29F, Administration, Geneva	317 100	393 300
Grand total all budget sections	**194 300**	**1 293 700**

Note: The amounts shown in the table are changes compared to the initial appropriation for the programme budget for the biennium 2014-2015.

V. Potential for absorption

38. No provision has been made in the programme budget for the biennium 2014-2015 for the activities requested under draft resolution A/68/L.37. It is not possible at this stage to identify activities within sections 24, 28 and 29F of the programme budget for the biennium 2014-2015 that could be terminated, deferred, curtailed or modified during the biennium to accommodate the additional requirements.

VI. Contingency fund

39. Under the procedures established by the General Assembly in its resolutions 41/213 and 42/211, a contingency fund is established for each biennium to accommodate additional expenditure derived from legislative mandates not provided for in the programme budget.

VII. Conclusion and action required by the General Assembly

40. Accordingly, should the General Assembly adopt draft resolution A/68/L.37, it is estimated that an additional appropriation of $194,300 would be required under the programme budget for the biennium 2014-2015, comprising an increase of $9,855,200 under section 24, Human rights; an increase of $327,400 under section 28, Public information; and an increase of $317,100 under section 29F, Administration, Geneva, partially offset by a net decrease under section 2, General Assembly and Economic and Social Council affairs and conference management ($10,305,400); as well as an additional amount of $751,200 under section 36, Staff assessment, to be offset by a corresponding amount under income section 1, Income from staff assessment, of the programme budget for the biennium 2014-2015.

41. The amount of $194,300 would represent a charge against the contingency fund for the biennium 2014-2015.

42. For the biennium 2016-2017, the estimated additional requirements of $1,293,700, relating to $19,574,400 under section 24, Human rights; $661,600 under section 28, Public information; and $393,300 under section 29F, Administration, Geneva, partially offset by a decrease of $19,335,600 under section 2, General Assembly and Economic and Social Council affairs and conference management, would be addressed in the context of the proposed programme budget for the biennium 2016-2017.

43. Starting with the biennium 2018-2019, any changes to the resource requirements arising from changes in the parameters outlined in paragraphs 26 and 27 of draft resolution A/68/L.37, including additional resources that may be required as a result of exceptions to the limitations on words and languages included in the proposed cost-saving measures, would be included in the proposed programme budget as requested in paragraph 28 of the draft resolution.

44. The attention of the General Assembly is drawn to the present statement of programme budget implications. The Fifth Committee will examine during the first part of the resumed sixty-eighth session of the Assembly both a detailed statement of the programme budget implications arising from the draft resolution and the report of the Advisory Committee on Administrative and Budgetary Questions thereon.

Annexes

Abbreviations used in the annexes

CAT	Committee against Torture
CED	Committee on Enforced Disappearances
CEDAW	Committee on the Elimination of Discrimination against Women
CERD	Committee on the Elimination of Racial Discrimination
CESCR	Committee on Economic, Social and Cultural Rights
CMW	Committee on the Protection of the Rights of All Migrant Workers and Members of Their Families
CRC	Committee on the Rights of the Child
CRPD	Committee on the Rights of Persons with Disabilities
DSA	daily subsistence allowance
HRC	Human Rights Committee
OHCHR	Office of the United Nations High Commissioner for Human Rights
SPT	Subcommittee on the Prevention of Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment
UNIS	United Nations Information Service at Geneva

Annex I

Meeting time requirements for the human rights treaty bodies

1. The review of State party reports and individual communications is the main work of most treaty bodies. In order to better assess their actual requirements, the draft resolution proposes a formula for calculation of the meeting time required to address the average number of reports and communications received over a preceding four-year period at an agreed optimal processing rate (requiring a marginal increase in efficiency for each treaty body), so as to determine the total number of meeting weeks each treaty body would require in order to avoid creating (or increasing) a backlog. These figures are contrasted against the existing meeting time allocation to determine the number of additional weeks (excluding ad hoc meeting time) that would require approval.

2. The Subcommittee on the Prevention of Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment, the main function of which is to conduct field visits rather than to review State party reports, is not included in these calculations.

Treaty body	(a) Current allocation of meeting weeks (excluding ad hoc requests)	(b) Average number of State party reports received per year (2009-2012)	(c) Average number of initial Optional Protocol reports received per year (2009-2012)	(d) Average number of individual communications received per year (2009-2012)	(e) Weeks required to review average number of State party reports (at rate of 2.5 reports per week) (b ÷ 2.5)	(f) Weeks required for average number of initial Optional Protocol reports (at rate of 5 reports per week) (c ÷ 5)	(g) Weeks required to review average number of individual communications received (at rate of 1.3 hours per communication) (d ÷ 1.3)	(h) Allocation of two weeks for other mandated activities	(i) Total meeting weeks required[a] (e + f + g + h)	(j) Additional weeks compared to existing allocation (i - a)
CERD	6	18	–	–	7.2	–	–	2.0	9.2	3.2
HRC	12	17	–	89	6.8	–	3.9	2.0	12.7	0.7
CESCR	8	15	–	–	6.0	–	–	2.0	8.0	–
CEDAW	12	25	–	8	10.0	–	0.3	2.0	12.3	0.3
CAT	6	17	–	41	6.8	–	1.8	2.0	10.6	4.6
CRC	12	23	17	–	9.2	3.4	–	2.0	14.6	2.6
CMW	3	4	–	–	1.6	–	–	2.0	3.6	0.6
CRPD	7	12	–	–	4.8	–	–	2.0	7.0	–
CED	4	4	–	–	1.6	–	–	2.0	4.0	–
Total	**70**	**135**	**17**	**138**	**54.0**	**3.4**	**6.0**	**18.0**	**82.0**	**12.0**

[a] The total meeting time requirement in respect of CRPD and CED provides a small increment to avoid reduction in the existing allocation of meeting time pursuant to operative paragraph 27 of the draft resolution.

Annex II

Capacity-building and technical assistance

1. Under the terms of operative paragraph 17 of draft resolution A/68/L.37, the General Assembly would request the Secretary-General, through the Office of the United Nations High Commissioner for Human Rights (OHCHR), to support States parties in building their capacity to implement their treaty obligations, and provide in this regard advisory services, technical assistance and capacity-building, in line with the mandate of the Office, in consultation with and with the consent of the State concerned, by:

(a) Deploying a dedicated human rights capacity-building officer in every regional office of the Office of the High Commissioner, as required;

(b) Strengthening the cooperation with relevant regional human rights mechanisms within regional organizations to provide technical assistance to States for reporting to human rights treaty bodies, including through the training of trainers;

(c) Developing a roster of experts on treaty body reporting, reflecting geographical distribution and gender representation, professional background and different legal systems;

(d) Providing direct assistance to States parties at the national level by building and developing institutional capacity for reporting and strengthening technical knowledge through ad hoc training on reporting guidelines at the national level;

(e) Facilitating the sharing of best practices among States parties.

A. Dedicated capacity-building officers in regional offices

Cost estimate per year: $1,825,200

2. Of the 10 human rights committees which are part of the treaty body system, 9 require periodic reporting by States parties. Most treaties prescribe reporting periodicities which vary from two to five years. Hence, a State that is a party to all international human rights treaties is expected to submit at a minimum 10 reports over a period of five years. Under the supervision of the Head of the Regional Office (P-5), the Human Rights Officer (P-3) will respond to requests for advisory services, technical assistance and capacity-building from States parties in the region.

3. The following resources would be required annually to implement this provision:

(a) Human resources: $1,559,100

Ten Human Rights Capacity-Building Officers (P-3, average $155,910 x 10 = $1,559,100) would be deployed in the following regional OHCHR presences: Addis Ababa, Bangkok, Beirut, Bishkek, Dakar, Panama, Pretoria, Santiago de Chile, Suva and Yaoundé.

4. The dedicated human rights capacity-building officer in the regional office will provide day-to-day guidance to States and relevant national stakeholders on

engagement with the treaty bodies and help to build and strengthen national capacity to fulfil obligations under the human rights treaties.

5. Responsibilities of the Human Rights Officer will include the briefing of State officials on how to collect information for the report, drafting reports/replies to lists of issues and preparation for the interactive dialogue with a treaty body and how to use the Universal Human Rights Index to cluster recommendations by themes. The Human Rights Officer will further be expected to contribute to the Secretary-General's progress report mandated by the draft resolution.

(b) Equipment: $25,000

6. Initial costs for purchase of furniture and equipment for each new Human Rights Officer ($2,500 x 10 officers).

(c) Travel and daily subsistence allowance within region: $224,000

7. Covering eight missions of four days each to countries from the (sub)region, for each capacity-building officer per year ($2,800 x 8 trips x 10 officers).

(d) Annual coordination meeting at headquarters: $17,100

8. A five-day meeting/training for the Human Rights Officers will be organized at Geneva. As this is an OHCHR meeting involving OHCHR staff, no interpretation or official documentation is required. The annual meeting will be convened to exchange good practices, ensure updated knowledge of working methods and rules of procedure of the treaty bodies, new developments and relevant information technology tools, as well as to equip the capacity-building officers with the latest facilitation techniques.

B. Strengthening cooperation with regional human rights mechanisms

Cost estimate per year: $699,200

9. Regional or subregional training-of-trainers workshops will equip staff from regional human rights mechanisms and institutions and regional umbrella organizations of national human rights institutions with the knowledge and skills to provide support to States parties in the region for increased engagement with the treaty bodies. Representatives from States in the region who have been actively involved in the preparation and submission of their State party report and who would be interested in sharing their experience with other States by becoming a trainer would also be invited. Following the regional workshop, trainees would be invited to join the OHCHR roster of experts on treaty body reporting with a view to supporting OHCHR capacity-building efforts at the national level.

10. The following resources per year would be required to implement this provision:

(a) Human resources: $294,800

1 Human Rights Officer/Coordinator (P-4): (costs reflected under section D below)

11. Under the supervision of the Division Director, a Human Rights Officer/ Coordinator will be responsible for the entire capacity-building programme at headquarters, ensuring that the goals and expected accomplishments of the different

strategic areas are achieved, and that the activities are performed in a timely manner and yield the expected outputs. The Coordinator will serve as focal point for the initial recruitment of the staff supporting the capacity-building programme. The Coordinator will supervise the staff and serve as their first reporting officer, providing guidance and substantive comments and feedback. The Coordinator will also ensure the coordination and consistency among the different strategic interventions, as well as the dissemination of information regarding those interventions within OHCHR and, as relevant, with external stakeholders. The Coordinator will further be expected to coordinate the input on capacity development for the Secretary-General's progress report mandated by the draft resolution.

12. In addition to management and supervisory functions, the Coordinator will carry specific responsibilities for strengthening the cooperation with regional human rights mechanisms and for the provision of direct assistance at the national level, as set out in operative paragraph 17, subparagraphs (b) and (c), respectively, of the draft resolution.

13. The Coordinator's responsibility with respect to the regional workshops consists of coordinating the regional workshops and ensuring their effective and efficient implementation, taking into account geographical distribution and gender representation, professional background and different legal systems; that is, the Coordinator will establish contact with the regional human rights organizations, mechanisms and umbrella organizations of national human rights institutions to ensure close collaboration and the participation of relevant representatives of those organizations in the workshops. The Coordinator will also ensure cooperation with the host country authorities and OHCHR field presence, where it exists, and/or the Regional Coordinator/United Nations country team through the OHCHR Field Operations and Technical Cooperation Division. In addition, the Coordinator will be responsible for identifying former treaty body members and other individual experts who are qualified to become trainers on treaty body reporting.

14. The Coordinator's responsibilities for the provision of direct assistance at the national level are described in section D below.

1 Human Rights Officer (P-3): $163,700

15. The Human Rights Officer will be responsible for the substantive and organizational aspects of the regional workshops, namely the development of the concept note, agenda and programme of work, contacting the relevant stakeholders to identify suitable participants, and direct contact with the participants. In addition, the Human Rights Officer will be responsible for preparing documentation for the regional workshops and drafting the reports of the respective workshops, as well as preparing briefing notes and talking points on the overall initiative.

1 Programme Assistant (General Service (Other level)): $131,100

16. Under the supervision of the P-4 Coordinator, the Programme Assistant will manage logistical arrangements for the regional workshops, such as assistance with the preparation of documentation, travel arrangements, processing of travel claims, payments of daily subsistence allowance.

17. The Programme Assistant will also support the provision of direct assistance at the national level as set out in operative paragraph 17 (d) of the draft resolution; the

responsibilities of the Programme Assistant thereunder are described in section D below.

(b) Regional workshops: $404,400

18. Two regional training-of-trainers workshops will, in principle, be conducted at the headquarters of regional human rights organizations (Addis Ababa and Washington are planned for the first year). Although support from the field presence (if any), the United Nations country team and from the regional human rights organization will be sought, the estimate is based on no in-kind contributions being received.

19. It is anticipated that there will be two workshops per year, for five days each, with an estimated total of 30 participants (25 trainees, of whom 20 will travel from within the region and 5 will be based in the location of the workshop, two treaty body experts travelling from within the region, and three OHCHR staff from Geneva).

Travel and daily subsistence allowance: $168,500
Regional training-of-trainers workshop (two per year): 25 trainees, 2 experts and 3 staff.

Equipment and supplies: $20,000
Costs for rental of two computers, one printer, one copy machine and stationery for 30 participants, and associated conference facilities and services (total $10,000) for two workshops of five days each.

Interpretation: $153,500
Washington event: interpretation into English and Spanish
Addis Ababa event: interpretation into Arabic, English and French

Documentation (editing, translation, printing): $62,400
This will include 60 pages of pre-workshop documentation (agenda, programme of work, background notes) and 20 pages of post-workshop documentation (report) in the languages enumerated above under interpretation.

C. Roster of experts/trainers

Cost estimate per year: $163,700

20. A roster of expertise would be developed with profiles of persons who have successfully completed the OHCHR train-the-trainers programme, reflecting geographical distribution and gender representation, professional background and different legal systems. The roster would include staff from regional human rights mechanisms and national experts on treaty body engagement. Selected former treaty body members could also join the roster. Continuous maintenance would be required to keep the roster up to date and to support the network of members.

21. The following resources per year would be required to implement this provision:

Human resources

1 Human Rights Officer/Roster Manager (P-3): $163,700

22. Under the supervision of the P-4 Coordinator, who will be responsible for the overall quality of the roster, the Human Rights Officer/Roster Manager will collect the profiles of experts who successfully completed the training of trainers, contact candidates for their personal history profiles, ensuring that all candidates complete basic and advanced security training and that the roster is updated at all times.

23. In addition, the Human Rights Officer is responsible for creating a community of learning, maintaining communication with and among members of the roster, responding to questions, ensuring that members of the roster benefit from the latest information and tools and ensuring the continued development of the knowledge and skills of the members of the roster. The Human Rights Officer managing the roster of trainers would further facilitate the exchange of lessons learned among roster members.

24. The Human Rights Officer will also ensure the daily updating of the Universal Human Rights Index database, through which treaty body concluding observations can be searched by keywords. The Human Rights Officer will further be responsible for managing the new documents management system (treaty body database), on the OHCHR website. The treaty body database allows States parties to easily review their ratification and reporting status, deadlines for reporting, as well as all official documentation pertaining to their previous engagement with the treaty bodies.

D. Direct assistance at the national level

Cost estimate per year: $1,543,900

25. Taking into account the fact that technical assistance to reporting has become increasingly complex, owing to the entry into force of new instruments and the specificities of each treaty, the specialized expertise of the roster of experts will be made available to States parties at the national level. The first type of direct assistance that would be made available consists of building institutional capacity for reporting, that is, advisory services, based on research and good practice, would be provided to States parties seeking to establish or improve coordination arrangements for reporting at the national level, taking into account the various modalities for coordination, according to States' national preferences. The second type of direct assistance would be limited to ad hoc training on reporting guidelines at the national level, which would benefit both government representatives and national stakeholders. In selecting beneficiaries for the direct assistance at the national level, priority would be given to States parties with overdue initial reports and States parties with a large number of overdue periodic reports.

26. The following resources per year would be required to implement this provision:

(a) Human resources: $360,000

1 Human Rights Officer/Coordinator (P-4): $196,300

27. As indicated under section B above, in addition to overall management responsibilities and specific responsibilities for strengthening cooperation with

regional human rights mechanisms, the P-4 Coordinator will also be responsible for coordinating the requests for direct technical assistance from States and ensuring that appropriate follow-up is given to each request. In the case of institution-building requests for the setting up of national mechanisms, as well as in respect of national training workshops, the Coordinator will be responsible for ensuring cooperation with the OHCHR field presence, where it exists, and/or the Regional Coordinator/United Nations country team. In addition, the Coordinator will be responsible for relations with the relevant governmental institution soliciting the assistance and for ensuring the participation of relevant representatives of States, as well as civil society and the national human rights institution (where it exists). The Coordinator will also be responsible for identifying members of the roster and matching them with the respective requests for assistance.

1 Human Rights Officer (P-3): $163,700

28. Under the supervision of the P-4 Coordinator, the Human Rights Officer will be responsible for the substantive and organizational aspects of the provision of technical assistance at national level. In the case of institutional support for the establishment of a national coordination mechanism, the Human Rights Officer will advise on the type of assistance to be provided and organize the elements of the assistance to be provided on a case-by-case basis. In the case of national training workshops on reporting, the Human Rights Officer will be responsible for the development of the concept note, agenda and programme of work, which should be tailored to the situation and need of the different States requesting the training, the contacting of relevant stakeholders to identify suitable participants, and direct contact with the participants, as well as the practical organization of the workshop. In addition, the Human Rights Officer will be responsible for preparing documentation for the workshops and drafting the reports of the respective workshops, as well as preparing briefing notes and talking points.

1 Programme Assistant (General Service (Other level)): (costs reflected under section B above)

29. As indicated under section B above, in addition to specific support responsibilities for strengthening cooperation with regional human rights mechanisms, the Programme Assistant will also manage logistical arrangements for the national capacity-building efforts. This may include the hiring of a consultant, travel arrangements, processing of travel claims, and assistance with the preparation of documentation.

(b) Missions/advisory services on the establishment of national coordination mechanisms: $29,000

30. A consultant at the P-5 level will be recruited each year for two three-week consultancies for two States soliciting assistance (for a total of six weeks), which would include visit preparation (home-based in Africa), country visits, a report and recommendations for follow-up.

(c) National workshops: $1,154,900

31. The national workshops will, in principle, be held in the capital of the State of which the Government has solicited assistance. The countries are to be determined

based on future requests. It is assumed that there will be a total of six workshops annually (two each in Africa and the Caribbean, and one each in the Middle East and Latin America).

32. It is anticipated that the national workshops will last three days each, with an estimated total of 39 participants (35 trainees, of whom 25 will travel from within the country and 10 are based in the capital, two treaty body experts and two Human Rights Officers from Geneva).

Travel and daily subsistence allowance: $523,000 for participants within the country and for facilitators.

Equipment and supplies: $90,000
Costs for rental of two computers, one printer, one copy machine, stationery for 39 participants and associated conference facilities and services (total $15,000) for six workshops of three days each.

Interpretation: $342,500
Interpretation into English and French for Africa workshop I; interpretation into Arabic and English for Africa workshop II; interpretation into English and Spanish for Caribbean workshop I; interpretation into English and French for Caribbean workshop II; interpretation into Arabic, English and French for the Middle East workshop; and interpretation into English and Spanish for the Latin America workshop.

Documentation (editing, translation, printing): $199,400
This will include 50 pages of pre-workshop documentation (agenda, programme of work, country note) and 15 pages of post-workshop documentation (report), all in the languages enumerated above under interpretation.

E. Facilitating the sharing of best practices

Cost estimate average per year: $225,500

33. The sharing of good practices by States parties in fulfilling their obligations under international human rights treaties will be a central piece of the capacity-building programme. It will ensure that the entire capacity-building programme is based on factual evidence and solid research and takes national situations, challenges and solutions into account.

34. The good practices will be collected and researched by OHCHR. These practices will be shared in a variety of ways, including through the OHCHR website, through written communication with States in the form of notes verbales to permanent missions in Geneva and New York, as well as through publications. The good practices will inform the regional training-of-trainers workshops, as well as the national workshops.

35. Importantly, the good practices identified will inspire the continuous development of tools and training materials, and be included therein, to support States, other stakeholders, as well as the trainers who are part of the roster of experts.

36. Initially, a manual on reporting to treaty bodies and a tool on national coordination arrangements and mechanisms would be developed. The manual on

reporting to treaty bodies would contain different modules, providing step-by-step guidance through the reporting process. Each module would contain practical examples and good practices by States parties.

37. As indicated above, the increasing harmonization among treaty bodies and the anticipated increase in the levels of reporting by States parties to treaty bodies, partly as a result of the capacity-building programme, also requires dedicated OHCHR support in the future in order to ensure that States parties are kept abreast of the latest developments with respect to treaty body reporting and emerging good practices at the national or regional levels, and have access to a set of updated, practical technical assistance tools based on the good practices. This requires that continuous research is conducted and publications are produced in future years.

38. The following resources would be required to implement this provision:

(a) Human resources: $163,700

1 Human Rights Officer (P-3): $163,700 per year

39. Under the supervision of the P-4 Coordinator, the Human Rights Officer will be responsible for collecting and researching good practices from State parties on reporting to treaty bodies and implementing the recommendations of the treaty bodies. The Human Rights Officer will further be responsible for the sharing of those good practices as described above. In addition, and building on good practices identified, the Human Rights Officer will be responsible for the continuous development of publications, manuals and tools to help States parties to fulfil their treaty obligations.

(b) Validation, publication and dissemination of reporting tools: $123,500 per biennium

Validation seminar: $43,500

40. It is anticipated that a three-day validation seminar will be organized in Geneva with eight participants (1 North America, 1 European Union, 2 Africa, 1 Eastern Europe, 1 Caribbean, 1 Latin America, and 1 South-East Asia). Interpretation will be provided into English, French and Spanish. A post-seminar report (30 pages) will be produced in English only.

Editing, translation, publication of tools: $80,000

41. The 100-page manual on reporting to treaty bodies will cost an estimated $50,000 for editing/translation in four languages, with printing of 200 copies in English, 50 copies in Arabic, 50 copies in French and 50 copies in Spanish.

42. The 40-page tool on national coordination mechanisms will cost an estimated $30,000 for editing/translation in three languages, with printing of 100 copies in English, 50 copies in French and 50 copies in Spanish.

Annex III

Estimated standard weekly costs for treaty body review of State party reports

The average weekly costs for a treaty body are determined by the size of the committee and the specific parameters of documentation it receives and produces in line with its established working methods. Explanations of the required inputs can be found in the background paper (A/68/606). The introduction of word limits for State party reports as well as for documentation produced by the treaty bodies, and the limitation of working languages to three (bearing in mind possible exceptions to those limits as set out in the draft resolution), reduces substantially the overall average weekly costs for each treaty body. Details of the separate measures affecting the different elements of the costing can be found in the relevant annexes, with further explanations below.

No additional travel provisions are included in these calculations, only the daily subsistence allowance for the treaty body members for the week. Depending upon the number of additional weeks approved, it may be necessary to schedule separate additional sessions rather than extending existing sessions, which will incur additional travel costs.

	Indicative basic cost per week with all relevant savings measures applied (United States dollars)							
	Meeting services		Documentation					
Treaty body	(a) Interpretation	(b) Summary records	(c) Documents translated into three working languages only	(d) Documents translated into all six official languages	(e) DSA for members	(f) Staff OHCHR	(g) Staff UNIS	(h) Total indicative cost per committee for one additional week (at 2.5 reports per week) with all savings measures (summary a to g)
CERD	55 800	42 700	145 080	45 500	73 100	57 300	9 700	429 180
HRC	55 800	42 700	209 040	32 500	73 100	57 300	9 700	480 140
CESCR	55 800	42 700	207 480	32 500	73 100	57 300	9 700	478 580
CEDAW	55 800	42 700	255 060	87 100	93 400	57 300	9 700	601 060
CAT	55 800	42 700	277 680	45 500	40 600	57 300	9 700	529 280
CRC	55 800	42 700	244 140	85 800	73 100	57 300	9 700	568 540
CMW	55 800	42 700	66 300	28 600	56 800	57 300	9 700	317 200
CRPD[a]	55 800	42 700	257 400	32 500	125 200	57 300	9 700	679 400
CED	55 800	42 700	138 840	32 500	40 600	57 300	9 700	377 440

[a] Costs include provisions for sign language interpretation, captioning and documentation in Braille, and travel of accompanying assistants.

Standard weekly costs shown for interpretation, with reference to annex X, include the cost of an average 11.5 interpreters at $869 per day for five days ($49,968) plus the costs of a Meeting Room Attendant ($288 per day), a Conference Officer ($390 per day) and a Sound Technician ($488 per day) to support the meeting, for five days at a total cost of $5,830. Accordingly, $49,968 + $5,830 = $55,978, rounded to $55,800.

Standard weekly costs for summary records, with reference to annex VIII, provide for the preparation of one record per meeting, or 10 records per week, and include the cost of drafting each record ($2,775) as well as the cost of potential translation upon request (50 per cent of one language = $1,495). Accordingly, $2,775 + $1,495 x 10 = $42,700.

The cost of documentation produced in three working languages only is detailed in annex IX, column (d). Documents produced in all six official languages of the United Nations include concluding observations at each session and annual or biennial reports.

Staffing costs for OHCHR include an average of 15 weeks of staff input at the P-3 level and 4 weeks of staff input at the General Service (Other level).

Staffing costs for UNIS include the provision of English and French language Press Officers, with support of editors in both languages.

Annex IV

Estimated standard weekly costs for treaty body review of individual communications

While all treaty bodies, with the exception of the Subcommittee on the Prevention of Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment, can in principle receive and consider complaints or communications from individuals alleging that their rights have been violated, in practice only the Human Rights Committee and the Committee against Torture receive significant quantities of such communications and therefore have accumulated substantial backlogs. The review of communications requires an initial screening to determine whether they are receivable under the conventions, after which the practice shows that, on average, less than 3 per cent of the total received can be presented to the committees for their consideration. Accordingly, a week of communications requires more staff time than a week of State party report reviews.

Explanations of the required various inputs can be found in the background paper (A/68/606). The introduction of word limits for documentation produced by the treaty bodies, and the limitation of working languages to three (bearing in mind possible exceptions to those limits as set out in the draft resolution), reduces substantially the overall average weekly costs for each treaty body. Details of the separate measures affecting the different elements of the costing can be found in the relevant annexes.

			Indicative basic cost per week (United States dollars)							
			Meeting services			*Documentation*				
Treaty body	*(a) Number of cases to be reviewed per week*	*(b) Weeks of staff time for screening, review and preparation of files*	*(c) Interpretation*	*(d) Summary records*	*(e) Documents produced in three working languages only*	*(f) Documents produced in all six official languages*	*(g) DSA for members*	*(h) Staff OHCHR*	*(i) Staff UNIS*	*(j) Total indicative cost per committee for one additional week for review of individual communications (at a rate of 1.3 communications per hour) (summary c to i)*
HRC	23	80	55 800	–	538 200	448 500	73 100	261 931	–	1 377 531
CAT	23	60	55 800	42 700	269 100	448 500	40 600	198 969	9 700	1 065 369

Standard weekly costs shown for interpretation, with reference to annex X, include the cost of an average 11.5 interpreters at $869 per day for five days ($49,968) plus the costs of a Meeting Room Attendant ($288 per day), a Conference Officer ($390 per day) and a Sound Technician ($488 per day) to support the meeting, for five days at a total cost of $5,830. Accordingly, $49,968 + $5,830 = $55,978, rounded to $55,800.

Standard weekly costs for summary records, with reference to annex VIII, provide for the preparation of one record per meeting, or 10 records per week, and include the cost of drafting each record ($2,775) as well as the cost of potential translation upon request (50 per cent of one language = $1,495). Accordingly, $2,775 + $1,495 x 10 = $42,700.

The cost of documentation produced in three working languages only is calculated on the basis of the 23 cases to be reviewed each week, at 15 pages

pre-session for both committees and 15 pages in-session for the Human Rights Committee, at the standard per page translation rate of $260 per language. Accordingly, 23 cases x 15 pages x $260 x 3 languages = $269,100. This is doubled for the Human Rights Committee.

The cost of documentation produced in all six official languages is calculated on the basis of the 23 cases to be reviewed each week, at 15 pages each, at the standard per page translation rate of $260 per language for five languages (assuming it is submitted in one of the official languages). Accordingly, 23 cases x 15 pages x $260 x 5 languages = $448,500.

Staffing costs for OHCHR include staff input at the P-3 level as indicated in column (b) plus 4 weeks of staff input at the General Service (Other level).

Staffing costs for UNIS include the provision of English and French language Press Officers, with support of editors in both languages. The Human Rights Committee communications review process is conducted in closed chambers and thus does not utilize UNIS services.

Annex V

Establishment of word limits for treaty body documentation

1. Annual or biennial reports are the only documents produced by the treaty bodies outside of the established word/page limits. The introduction of word limits for treaty body documentation (10,700 words at 330 words per page = 32 pages) will thus incur savings on the annual average report production. Annual or biennial reports are and will continue to be produced in all six official languages of the United Nations.

2. As the cost per page for translation into all official languages is currently $1,300 the total savings per report is shown below.

	(a)	*(b)*	*(c)*	*(d)*
	Latest annual report (pages; 1 page = 330 words)	*Latest biennial report (pages; 1 page = 330 words)*	*Excess pages above limit (32 pages) (a / b - 32)*	*Indicative savings from word limit on annual reports (United States dollars) (c x 1 300)*
CERD	165	–	133	$172 900
HRC	1 651	–	1 619	$2 104 700
CESCR	183	–	151	$196 300
CEDAW	88	–	56	$72 800
CAT	749	–	717	$932 100
CRC	–	68	36	$46 800
CMW	22	–	0	$0
SPT	33	–	1	$1 300
CRPD	–	119	87	$113 100
CED	44	–	12	$15 600
Total potential savings				**$3 655 600**

3. Taking into consideration that the savings on biennial reports will be achieved only once during the two-year period, the average annual potential savings from the introduction of these word limits would be $3,575,700 or $7,151,300 for the biennium.

Annex VI

Establishment of word limits for State party documentation

1. States parties submit initial and periodic reports to the treaty bodies, as well as common core documents, in compliance with the obligations under the respective international conventions. There are no word/page limits on these documents, which are translated only into the working languages of the respective treaty bodies. The introduction of word limits for the different reports submitted (31,800 words at 330 words per page = 96 pages for initial reports; 21,200 words = 64 pages for periodic reports) will thus incur savings on the translation of those documents.

2. The cost per page for translation and publication into one official language is currently $260. The calculation of working languages below reflects the fact that some of the documents will be submitted in one of the working languages, thereby reducing the requirement for translation.

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Treaty body	*Initial report (average number of pages)*	*Excess pages above limit (96 pages) (a - 96)*	*Indicative potential savings per initial report (United States dollars) (b x 260 x f)*	*Average number of initial reports received per year 2011-2012*	*Potential savings per year (based on 2011-2012 averages) (United States dollars) (c x d)*	*Working languages*	*Periodic report (average number of pages)*	*Excess pages above limit (64 pages) (g - 64)*	*Indicative potential savings per periodic report (United States dollars) (h x 260 x f)*	*Average number of periodic reports received per year 2011-2012*	*Potential savings per year (based on 2011-2012 averages) (United States dollars) (i x j)*
CERD	87	0	$0	0.5	$0	3.5	80	16	$14 560	19	$276 640
HRC	138	42	$49 140	5	$245 700	4.5	96	32	$37 440	14	$524 160
CESCR	102	6	$5 460	2.5	$13 650	3.5	145	81	$73 710	12	$884 520
CEDAW	49	0	$0	2.5	$0	5	94	30	$39 000	22	$858 000
CAT	48	0	$0	2.5	$0	5	85	21	$27 300	13	$354 900
CRC	46	0	$0	18.5	$0	2.5	116	52	$33 800	19.5	$659 100
CMW	69	0	$0	4	$0	3.5	n/a	0	$0	0	$0
CRPD	89	0	$0	14.5	$0	4.5	n/a	0	$0	0	$0
CED	35	0	$0	2.5	$0	5	n/a	0	$0	0	$0
Total	**663**	**48**	**$54 600**	**52.5**	**$259 350**		**616**	**232**	**$225 810**	**99.5**	**$3 557 320**

3. Based on the average number and size of initial and periodic reports received per year during the period 2011-2012, the introduction of word/page limits would result in combined potential annual savings of $3,816,670 (column e + column k).

Annex VII

Non-translation of summary record backlog

1. Summary records are the official records of every meeting of the treaty bodies, which in practice are translated into the working languages of the respective treaty bodies. Given the number of meetings and the limitations in capacity to keep up with this volume of translation, a significant backlog has arisen. The following table shows the current backlog by treaty body, for which translation remains to be completed in one of the official languages.

2. As the cost per page for translation into one official language is currently $260 the total costs of completing these translations are shown below.

	(a)	*(b)*
Treaty body	*Backlog of summary records (pages)*	*Indicative cost of completing translation (United States dollars) (a x 260)*
CERD	565	146 900
HRC	319	82 940
CESCR	176	45 760
CEDAW	–	0
CAT	201	52 260
CRC	853	221 780
CMW	14	3 640
SPT	339	88 140
CRPD	53	13 780
CED	–	0
Total	**2 520**	**655 200**

3. Accordingly, the total potential savings from the decision not to translate any further backlog of summary records would be $655,200.

Annex VIII

Reduction in number of languages into which summary records are translated

1. Summary records are the official records of every meeting of the treaty bodies, which in practice are translated into the working languages of the respective treaty bodies. The records are generally produced in one of the working languages and translated into the others. The draft resolution proposes to limit the translation of summary records to the official language of the United Nations used by the relevant State party upon the request of that State party. Accordingly, significant savings may be achieved from this reduction in translation services.

2. The standard cost of translation into one official language is $2,990 per summary record of an average 11.5 pages. As translations will be undertaken only upon request, the estimates below reflect the cost of translation of only 50 per cent of records into one language.

	(a)	*(b)*	*(c)*	*(d)*	*(e)*	*(f)*	*(g)*
Treaty body	*Working languages*	*Total annual meeting weeks*[a]	*Total summary records produced (b x 10)*	*Translation costs per summary record in working languages*[b] *(United States dollars) (a - 1 x 2 990)*	*Total annual costs for translation of summary records into working languages (United States dollars) (c x d)*	*Translation of summary records into one language upon request (United States dollars) (2 990 × 2 x c)*	*Total potential savings from translation of summary records into one language only upon request (United States dollars) (e - f)*
CERD	4	6	60	8 970	538 200	89 700	448 500
HRC	5	9	90	11 960	1 076 400	134 550	941 850
CESCR	4	6	60	8 970	538 200	89 700	448 500
CEDAW	6	9	90	14 950	1 345 500	134 550	1 210 950
CAT	6	6	60	14 950	897 000	89 700	807 300
CRC	3	9	90	5 980	538 200	134 550	403 650
CMW	4	3	30	8 970	269 100	44 850	224 250
SPT	3	3	30	5 980	179 400	44 850	134 550
CRPD	5	3	30	11 960	358 800	44 850	313 950
CED	6	4	40	14 950	598 000	59 800	538 200
Total					**6 338 800**	**867 100**	**5 471 700**

[a] Excluding pre-sessional and working group meetings and meetings approved on an ad hoc basis.
[b] Assuming the summary record is produced in one of the working languages.

Annex IX

Reduction of number of working languages into which treaty body documents are translated

1. Most documentation presented to the treaty bodies or produced by them in the course of their work is translated only into the working languages adopted by the respective treaty body. This includes the State party reports, lists of issues submitted to the respective State parties and their replies to those lists of issues, or, in the case of the Subcommittee on the Prevention of Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment, the session report. At present, the treaty bodies utilize between three and all six official languages in their work. The draft resolution proposes reducing those languages to a maximum of three, with a fourth official language to be provided on an exceptional basis at the request of the committee.

2. The cost per page for translation and publication in one official language is currently $260. The calculation of current working languages below reflects the fact that some of the documents will be submitted in one of the working languages, thereby reducing the requirement for translation. The full cost of translation into three working languages in the future scenario further accounts for the possible requests to produce the document in a fourth language.

	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
Treaty body	*Current working languages*	*Pages of documents translated weekly into working languages only*[a]	*Indicative weekly cost of translation into current working languages (United States dollars) (b x 260 x a)*	*Indicative weekly cost of translation into only three working languages (United States dollars) (b x 260 x 3)*	*Potential weekly savings from reduction to three working languages (United States dollars) (c - d)*	*Current meeting weeks per year (excluding pre- and post-sessions and ad hoc time)*	*Indicative annual cost of translation into current working languages (United States dollars) (c x f)*	*Indicative annual cost of translation into three working languages only (United States dollars) (d x f)*	*Potential annual savings from reduction to three working languages (United States dollars) (g - h)*
CERD	3.5	186	169 260	145 080	24 180	6	1 015 560	870 480	145 080
HRC	4.5	268	313 560	209 040	104 520	9	2 822 040	1 881 360	940 680
CESCR	3.5	266	242 060	207 480	34 580	6	1 452 360	1 244 880	207 480
CEDAW	5	327	425 100	255 060	170 040	9	3 825 900	2 295 540	1 530 360
CAT	5	356	462 800	277 680	185 120	6	2 776 800	1 666 080	1 110 720
CRC	3	313	203 450	244 140	-40 690	9	1 831 050	2 197 260	-366 210
CMW	3.5	85	77 350	66 300	11 050	3	232 050	198 900	33 150
SPT	3	25	16 250	19 500	-3 250	3	48 750	58 500	-9 750
CRPD	4.5	330	386 100	257 400	128 700	5	1 930 500	1 287 000	643 500
CED	5	178	231 400	138 840	92 560	4	925 600	555 360	370 240
Total			**2 527 330**	**1 820 520**	**706 810**		**16 860 610**	**12 255 360**	**4 605 250**

[a] The number of pages of documents translated weekly reflects the application of word/page limits on State party reports as shown in annex VI, so as not to count potential savings twice.

Annex X

Reduction of number of working languages used for interpretation at treaty body meetings

1. Treaty body meetings are conducted in whichever of the six official languages they adopt as their respective working languages. At present, the treaty bodies utilize between three and all six official languages in their work. The draft resolution proposes reducing those languages to a maximum of three, with interpretation into a fourth official language to be provided at the request of a State party or, on an exceptional basis, at the request of the committee.

2. The cost per language for simultaneous interpretation is determined by the number of interpreters required for the team. For English, French, Russian and Spanish, the interpreters work in teams of three, whereas for Arabic and Chinese they must work in teams of four. Thus, for interpretation into all six official languages, a total of 20 interpreters would be required. The current daily cost for one interpreter in Geneva is approximately $869, or $4,346 per week. Under the reduction of working languages, with the option to add a fourth upon request (without specifying which languages will be used), an average calculation of 11.5 interpreters was assumed. Depending upon the number of requests for interpretation into additional languages, this calculation may need to be revised in the future.

Treaty body	(a) Annual weeks of meeting time entitlement (excluding ad hoc time)	(b) Working languages	(c) Number of interpreters required for working languages	(d) Indicative cost of interpretation services for one week (United States dollars) (c x 4,346)	(e) Indicative annual cost of interpretation into all working languages (United States dollars) (d x a)	(f) Indicative annual cost of interpretation into three working languages only (United States dollars) (11.5 x 4,346 x a)	(g) Potential savings from reduction to three working languages (United States dollars) (e - f)
CERD	6	EFRS (4)	12	52 151	312 905	299 867	13 038
HRC	12	AEFRS (5)	16	69 534	834 412	599 734	234 678
CESCR	8	EFRS (4)	12	52 151	417 206	399 823	17 384
CEDAW	12	ACEFRS (6)	20	86 918	1 043 016	599 734	443 282
CAT	6	ACEFRS (6)	20	86 918	521 508	299 867	221 641
CRC	12	EFS (3)	9	39 113	469 357	599 734	-130 377
CMW	3	EFRS (4)	12	52 151	156 452	149 933	6 519
SPT	3	EFS (3)	9	39 113	117 339	149 933	-32 594
CRPD	5	ACEFS (5)	17	73 880	517 162	349 845	167 317
CED	4	ACEFRS (6)	20	86 918	347 672	199 911	147 761
Total				**638 847**	**4 737 029**	**3 648 381**	**1 088 647**

Abbreviations: A, Arabic; C, Chinese; E, English; F, French; R, Russian; S, Spanish.

Annex XI

Calculation of costs for additional meeting time for treaty body meetings

1. Under operative paragraph 26 of the draft resolution, additional time would be provided to the treaty bodies to enable them to address the anticipated numbers of State party reports and individual communications without creating a backlog. This additional time is shown in annex I, arriving at a total additional requirement of 12 weeks of meeting time. These additional meeting weeks will have a direct impact on the necessary increases in conference services and the travel costs of the treaty body members. Similarly, the proposal in the draft resolution to allocate a temporary margin of 15 per cent (of State party reports received, columns (e) and (f) of annex I) would result in a further addition of 8.6 weeks of meeting time, which will also have an impact on conference services and travel costs. The allocation of the additional meeting time and the calculation of the conference services and travel costs are shown in the following table.

	Indicative basic cost per week with all relevant savings measures applied (standard costs from annex III)						*Total additional cost per committee for additional weeks proposed in the draft resolution*			*Total additional cost per committee for additional weeks of "margin" time proposed in the draft resolution*	
	Meeting services		*Documentation*								
Review of State party reports	*(a) Interpretation*	*(b) Summary records*	*(c) Three working languages*	*(d) Six official languages*	*(e) DSA for members*	*(f) Additional weeks of meeting time proposed in the draft resolution*	*(g) Conference services ((a+b+c+d) x f)*	*(h) DSA for members (e x f)*	*(i) Additional weeks of "margin" meeting time, at 15 per cent, proposed in the draft resolution*	*(j) Conference services ((a+b+c+d) x i)*	*(k) DSA for members (e x i)*
CERD	55 800	42 700	145 080	45 500	73 100	3.2	925 056	233 920	0.8	231 264	58 480
HRC	55 800	42 700	209 040	32 500	73 100	0	0	0	1.7	578 068	124 270
CESCR	55 800	42 700	207 480	32 500	73 100	0	0	0	2	676 960	146 200
CEDAW	55 800	42 700	255 060	87 100	93 400	0.3	132 198	28 020	1	440 660	93 400
CAT	55 800	42 700	277 680	45 500	40 600	3.6	1 518 048	146 160	0.9	379 512	36 540
CRC	55 800	42 700	244 140	85 800	73 100	2.6	1 113 944	190 060	0.4	171 376	29 240
CMW	55 800	42 700	66 300	28 600	56 800	0.6	116 040	34 080	0	0	0
CRPD	154 600	42 700	257 400	32 500	125 200	0	0	0	1.5	730 800	187 800
CED	55 800	42 700	138 840	32 500	40 600	0	0	0	0	0	0
Total weeks of State party report review						**10.3**	**3 805 286**	**632 240**	**8.3**	**3 208 640**	**675 930**
Review of individual communications (standard costs from annex IV)											
HRC	55 800	0	538 200	448 500	73 100	0.7	729 750	51 170	0.3	312 750	21 930
CAT	55 800	42 700	269 100	448 500	40 600	1	816 100	40 600	0	0	0
Total costs for additional weeks						**12**	**5 351 136**	**724 010**	**8.6**	**3 521 390**	**697 860**